

CITY OF HOUSTON
DEPARTMENT OF PUBLIC WORKS & ENGINEERING
TRAFFIC ENGINEERING BRANCH
611 WALKER, 5TH FLOOR
HOUSTON, TX 77002
TELEPHONE # (713) 837-7262 / FAX # (713) 837-7290



APPLICATION FOR LICENSE TO OPERATE A SIDEWALK CAFÉ

Completion of this application is in conformance with City of Houston Code of Ordinances Section 40-10-1. Please complete all spaces, inserting N/A if not applicable. Omission of information will result in delayed processing of this permit. Print legibly and clearly in black ink or use a typewriter. Make sure you attach ALL required documents to your application.

APPLICATION DATE		
NAME OF CAFÉ	CITY FOOD ESTABLISHMENT LICENSE #	
STREET ADDRESS	CITY, STATE & ZIP CODE	
SIDEWALK SEATING CAPACITY	SEATING CAPACITY INSIDE RESTAURANT	
AREA CODE & TELEPHONE NUMBER ()	AREA CODE & FAX NUMBER ()	
<p>Do you have authority in the form of a power of attorney from the owner to submit the application if the applicant is not the owner of the abutting property? Please attach the power of attorney to this application.</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>(1) If the applicant represents a corporation, provide the name and street address of the registered agent for the service of process. If the applicant represents an association, partnership or other entity, provide the names and street addresses of the officers or partners. Attach extra sheets if necessary.</p>		
APPLICANT'S LAST NAME (1)	FIRST NAME	MIDDLE NAME
APPLICANT'S ADDRESS		CITY, STATE & ZIP CODE
AREA CODE & TELEPHONE NUMBER ()		AREA CODE & FAX NUMBER (IF DIFFERENT FROM ABOVE) ()
E-MAIL ADDRESS		

Please provide us with a copy of a title policy covering the abutting property and verification by the owner that there has been no change in ownership since the issuance of that policy or do you have a certified copy of copies of the most recent deeds conveying all or a portion of the abutting property so that ownership of all the abutting property is accounted for, and verification by the owner(s) that there has been no change in ownership since the date or dates of that deed or deeds? Please attach policy to this application.

☐ Yes ☐ No

(2) If the property owner is other than a natural person, please provide a description of the owner's legal status (i.e. corporation, partnership, etc.) and a general description of the type(s) of business the owner operates on the abutting property. Attach extra sheets if necessary.

ABUTTING PROPERTY OWNER'S LAST NAME (2)	FIRST NAME	MIDDLE NAME
ABUTTING PROPERTY OWNER'S ADDRESS		CITY, STATE & ZIP CODE
AREA CODE & TELEPHONE NUMBER ()		AREA CODE & FAX NUMBER ()
E-MAIL ADDRESS		
LIABILITY INSURANCE IN THE AMOUNT OF ONE MILLION DOLLARS (\$1,000,000.00) FOR PERSONAL INJURY PER PERSON AND THREE MILLION DOLLARS (\$3,000,000.00) PER OCCURRENCE NAMING THE CITY OF HOUSTON AS AN ADDITIONAL INSURED ON EACH POLICY WITH A PROVISION THAT THE CITY WILL BE NOTIFIED IN WRITING BY THE INSURANCE COMPANY TEN (10) DAYS PRIOR TO CANCELLATION OF SAID POLICY. LICENSEE SHALL THEN HAVE FIVE (5) DAYS TO REPLACE COVERAGE OR THE LICENSEE'S LICENSE SHALL BE DEEMED REVOKED WITHOUT FURTHER ACTION ON THE PART OF THE CITY OF HOUSTON.		
INSURANCE CERTIFICATE (ATTACHED) <input type="checkbox"/> Yes <input type="checkbox"/> No		
INSURANCE COMPANY NAME		
POLICY NUMBER	EXPIRATION DATE	
ADDITIONAL REQUIRED INFORMATION (1) A site plan of legible proportions prepared by a registered public surveyor or professional engineer showing: (a) The entire property of the abutting property owner; (b) All contiguous, adjacent properties; (c) All existing sidewalk features including but not limited to utility poles, fire hydrants, permanent litter receptacle, telephone booths, new vending racks and mailboxes; (d) Streets for a distance of at least twenty-five (25) feet on either side of the abutting property.		

ADDITIONAL REQUIRED INFORMATION (CONTINUATION)

- (3) The initial fee for one (1) year sidewalk café permit shall be one hundred and fifty dollars (\$150.00) with an annual renewal fee of seventy-five (\$75.00). A cashier's check or money order made payable to the City of Houston is acceptable.
- (4) A license granted hereunder shall be valid for a period of one (1) year from the date of issuance. The licensee is responsible for renewing his sidewalk café license prior to that anniversary date. If the licensee does not renew his license, he shall remove all tables, chairs and other appurtenances associated with the sidewalk café on or before the expiration date of the license.
- (5) Included in the written notification of pending license approval, a cash bond or a bond with the license as principal and a corporate bonding company licensed to do business in the state as a surety in an amount determined by the Traffic Engineer to be sufficient to cover the costs of removal of the licensee's facilities by the City or any public entity under any of the provisions of this section, conditioned that the licensee will timely remove its facilities upon request therefore and will reimburse the City or a public utility in the event that the City or a public utility removes the facilities pursuant to this section.

INDEMNIFICATION

LICENSEE AGREES TO INDEMNIFY AND HOLD HARMLESS THE CITY, ITS OFFICERS AND EMPLOYEES AGAINST ANY LOSS, LIABILITY OR DAMAGE, INCLUDING EXPENSES AND COSTS FOR BODILY INJURY AND FOR PROPERTY DAMAGE SUSTAINED BY ANY PERSON AS A RESULT OF THE LICENSEE'S OPERATION OF A SIDEWALK CAFÉ ON PUBLIC PROPERTY.

I, _____ am the owner or duly authorized agent of the owner whose name appears on this application and am fully authorized to bind the owner in executing and filing this application.

SIGNATURE

DATE